MINUTES
Strategic Planning Committee

DATE	April 14, 2004
TIME	10:00 AM
LOCATION	Education Board Room, 700 E Fifth Street Carson City
RECORDER	Alisanne Maffei, Strategic Planner

ATTENDEES

Name	Attend ✓	Name	Attend ✓
Chair – Mike Hillerby, Governor's Office		Co-Chair – Perry Comeaux, Department of Administration	✓
Birgit Baker, DETR	✓	Mary Liveratti, DHR	✓
Mark Blomstrom, DoIT	✓	Alisanne Maffei, DoIT	✓
Miles Celio, Military	✓	Chuck Mahoney, DMV	✓
Chuck Chinnock, Taxation	✓	Dave McTeer, DOA	✓
Robert Chisel, NDOT	✓	Randy Potts, DoIT	
Dennis Colling, DMV	✓	Keith Rheault, Education	
Chuck Conner, DMV	✓	Kathy Ryan, DoIT	✓
Jackie Crawford, Corrections		Terry Savage, DoIT	
Terry Crawforth, Wildlife	✓	Scott Sisco, Cultural Affairs	
Patrick Foley, Treasurer		Roger Sliva, DoIT	✓
Jeanne Greene, Personnel	✓	P. Forrest Thorne, PEBP	✓
Don Henderson, Agriculture	✓	Giles Vanderhoof, Military	
Freeman Johnson, CNR	✓	Doug Walther, B&I	✓
Sara Jones, Cultural Affairs	✓	Mike Willden, DHR	
Dave Kieckbusch, DPS	✓	Mark Winebarger. Treasurer	✓
Ginny Lewis, DMV			

CALL TO ORDER

I Introduction

- Perry Comeaux called the meeting to order.

II Review and Approval of the Minutes

- After review of the March meeting minutes, it was motioned by Freeman Johnson to accept the minutes and seconded by Woody Thorne. There were no other comments. The minutes from March 24, 2004 were accepted as presented.

III   Committee Membership

- Perry Comeaux welcomed the new attendees to the committee meeting; introductions were made of all in attendance.

IV   Enterprise Wide Project Methodology

- A discussion took place on enterprise wide project methodology and issues. Perry Comeaux indicated a number of IT projects are going forward such as Video Teleconferencing that needs to be addressed as a state entity. See attached session attendee meeting input document.

- Alisanne Maffei is to develop a long term enterprise wide project methodology for the Committee to review for approval at the May meeting.

- A presentation on the e-payment engine was made by Pat Foley, Treasurer's Office.

- It was moved and seconded for the e-payment subcommittee to present a letter of decision for Perry to take to the Governor for approval with an update to the committee on the status at the May meeting.

- The presentation by Roger Sliva, State IT Architect, will be included on the May meeting agenda.

V   Discussion

- Dave McTeer presented the IT Optimization Study status. Dave stated that a telephone rate evaluation was needed for some disparity between Sprint and DoIT charges. The listing of the IT Optimization Team Members was distributed out to the IT Strategic Planning Committee.

- Mark Blomstrom introduced the update on the Communications Steering Committee. Additional input per Dave McTeer and Robert Chisel was included.

- The State of Nevada Enterprise IT Strategic Planning process was deferred for discussion at the May meeting

- The FY06/07 TIR Status was provided by Kathy Ryan as a related update.

VI   Future Issues/New Business

- None noted.

IV   WRAP UP

The next meeting of the IT Strategic Planning Committee was scheduled for May 19, 2004. It will be held in the Old Assembly Room, Capitol Building, 101 N. Carson Street, Carson City, NV - Second Floor.

ACTION ITEMS

Item No.	Description	Assigned To

Item No.	Description	Assigned To
1.	Support IT prioritization process with DoIT Planning Unit and Budget Office	Alisanne Maffei
3.	Collect input for Enterprise IT Strategic Plan with Directors	Alisanne Maffei
4.	Statewide Interactive Video Teleconferencing Cost Pool rough estimate and details	Mark Blomstrom
6.	Collect and publish State Videoconferencing Equipment inventory	Alisanne Maffei
7.	Provide listing of IT Optimization Participants, completed	Dave McTeer
8.	Send out details for IT prioritization process, completed	Alisanne Maffei
9.	Distribute Letter of Decision, e-payment	Perry Comeaux

Related Links or contact information:

http://ncsc.nv.gov/ Nevada Communications Steering Committee website

IT Security email infosec@state.nv.us

Reminder: Registration for NSA security training on May 18/19 and May 20/21 were announced at the 3/24/04 committee meeting; those interested should sign up at infosec@state.nv.us. Also announced was the IT Security Symposium to take place on May 6 at State Library and Archives; this will include security training. For more information contact DoIT Research Unit, Sherri McGee at smcgee@doit.nv.gov.

Terry Savage contact: 684-5801, cell 721-5184, tsavage@doit.nv.gov